

## RESOLUTION NO. 2017-05

A Resolution delegating public contracting authority to the City Manager.

### RECITALS:

The City of McMinnville adopted its current Public Contracting Rules in 2016 through the enactment of Ordinance 5009 (8-9-2016). The City's rules are codified in McMinnville Municipal Code (MMC) Chapter 2.21.

MMC 2.21.030 authorizes the City Council, acting as the Local Contract Review Board to delegate its powers and responsibilities consistent with the statutory Public Contracting Code, the Attorney General's Model Rules, and the McMinnville Municipal Code.

For efficiency of operations, the City desires to delegate some of its powers and responsibilities for public contracting to the City Manager or their designee.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL FOR THE CITY OF McMINNVILLE, OREGON as follows:

1. The City Manager or their designee shall have authority to solicit quotes, bids, proposals, or other responsive statements for public contracts and shall have authority to award or amend public contracts, subject to the following:
  - a. For goods and services contracts, the amount shall not exceed \$75,000.
  - b. For public improvement contracts, the amount shall not exceed \$50,000.
  - c. For personal services contracts, the amount shall not exceed \$100,000.
  - d. For amendments to existing public contracts, the new contract amount shall not exceed the greater of:
    - i. the limits set forth in subsections (1)(a), (b), or (c), or
    - ii. 25% of the original contract amount.
  - e. For emergency contracts, there shall be no limit provided that, if the amount of the contract exceeds the limits described in subsections (2)(a), (b), or (c), then the contract shall be subject to the review and ratification of the City Council at its next meeting.
2. The delegation of authority described in subsection (1) shall be exercised:
  - a. only when the amount of the public contract is included within the City's adopted budget for the fiscal year in which the funds will be spent; and
  - b. in compliance with the requirements and procedures set forth in this Chapter.
3. This Resolution will take effect immediately upon passage and shall continue in full force and effect until revoked or replaced.

Adopted by the Common Council of the City of McMinnville at a regular meeting held the 24<sup>th</sup> day of January, 2017 by the following votes:

Ayes: Drabkin, Garvin, Jeffries, Stassens, Ruden

Nays: \_\_\_\_\_

Approved this 24<sup>th</sup> day of January, 2017.



MAYOR

Approved as to form:



CITY ATTORNEY